

**Agenda
Heritage Commission
September 9, 2020**

**Agenda Item #2A
Approval of Minutes**

August 12, 2020

DRAFT

**LEBANON HERITAGE COMMISSION
REGULAR MEETING AGENDA
REMOTE VIA MICROSOFT TEAMS
WEDNESDAY, AUGUST 12, 2020
LebanonNH.gov/Live
7:00 pm**

MEMBERS PRESENT: Robert Welsch (Chair), Mimi Hains (Vice Chair), Rebecca Book, Raymond Book (Alt.), Linda Cole, Fran Hanchett (City Historian/Alt. Member)

MEMBERS ABSENT: Karen Zook (City Council Rep.), Bruce Bronner (Alt. Council Rep.) Rep.)

STAFF PRESENT: David Brooks (Director of Planning and Zoning)

1. CALL TO ORDER: - Chair Welsch called the meeting to order at 7:08 PM.

A. Review of meeting procedures and NH RSA 91-A "Right-to Know" requirements

Mr. Brooks reviewed the procedures for a remote meeting and attendance was taken by roll call. All those attending remotely are listed above.

Chair Welsch appointed Mr. Book as a voting member for this meeting, because Ms. Hanchett has not been sworn in at City Hall.

2. APPROVAL OF MINUTES: July 8, 2020

Amendments to minutes:

Page 1, lines 8 & 9: change "in the absence of Karen Zook" to read "to fill the vacant regular member position".

Ms. Book MOVED to approve the July 8, 2020 Minutes as amended.

Seconded by Ms. Hains.

Roll Call Vote:

Chair Welsch, Ms. Cole, Ms. Book, Mr. Book and Ms. Hains all voting Yea.

None voting Nay.

**The MOTION was unanimously approved (5-0)*

3. WELCOME TO THE NEW CITY HISTORIAN: Fran Hanchett

Chair Welsch welcomed Ms. Hanchett as City Historian. She has been approved by City Council and will be sworn in soon.

4. PUBLIC REVIEW: None

5. STUDY ITEMS:

A. DANA HOUSE WORKING GROUP

No new business to report at this time.

B. SPECIAL PROJECTS WORKING GROUP

1 Ms. Hains continues to work on project guidelines to be used by the City and Heritage Commission. She
2 is currently comparing existing guidelines in cities of comparable size, within New England. Ms. Hains
3 asked that this item be revisited in October.

4 5 **C. FOUNTAIN WORKING GROUP**

6 Chair Welsch reports that the existing membership has completed their service and disbanded; Priscilla
7 will finish up the final details of the Glenwood Fountain project. He suggested that recruitment begin for
8 members of a new FWG.

9 10 **6. OTHER BUSINESS:**

11 **A. Lebanon Historical Landmarks Update**

12 Chair Welsch is still working on the write-ups for 9 Seminary Hill and the Wood House on Meriden
13 Road. He plans to present these at the meeting next month. Ms. Hains reports that she researched the
14 possibility of adding the Seminary Hill Dunkin Doughnuts as a historic property. While the building is
15 not architecturally unique, it may have local cultural significance. Ms. Hains will reach out to Ms. Laurel
16 Stavis, who suggested the property as a historic landmark, regarding stories or testimonies that illustrate
17 the property's significance in the community. At this time, Ms. Hains believes that there may be other
18 properties in the area that are more significant, both architecturally and culturally. Chair Welsch
19 suggested that Ms. Hains update the Commission next month, after speaking with Ms. Stavis. Ms. Hains
20 inquired as to how many plaques are available to be presented to historic properties; Mr. Brooks will
21 confirm the exact number and report back at the next meeting.

22 23 **B. CLG Grant Update**

24 The governing body has approved the grant. Ms. Owens put out a request for qualifications for
25 consultants which has yielded four responses; these are currently being reviewed. Mr. Brooks suggested
26 that Ms. Owens and a couple of Commission members form a committee to select a consultant. Chair
27 Welsch and Ms. Hains volunteered to work with Ms. Owens to choose a consultant. Ideally, a consultant
28 will be chosen by the end of August, so that the hiring process can begin.

29 30 **C. Education and Outreach- NONE**

31 32 **D. Arts and Culture Commission**

33 The Commission met virtually in July. A temporary art installation in the circle at High Street and
34 Mascoma Street was discussed. Chair Welsch stated that the plan is to erect a fountain in that circle in the
35 future. The necessary water and electrical lines for a fountain were included in the construction of the
36 circle. However, this would be a project for a new Fountain Working Group, which has yet to be
37 established. Ms. Hanchett expressed concern that an art installation would need to be planned carefully,
38 so as to not interfere with the traffic pattern and visibility.

39 40 **E. Report on seminar by Chair Welsch: NAPC Forum 2020- Preservation Coast to Coast**

41 Chair Welsch will present this information next month, after Ms. Hains has had time to review the videos.

42 43 **F. Membership**

44 Chair Welsch reported that Mr. Doug Boisvert's application for membership has been approved by City
45 Council and he is awaiting his interview. In addition, Mr. Jeremy Rudder is expected to be nominated as
46 a member of the Planning Board at the next City Council meeting. Chair Welsch is interested in
47 recruiting Mr. Rudder as the Planning Board Representative to the Heritage Commission. As discussed at
48 the last meeting, Mr. Nathan Giles has been assigned as a member of the Dana House Working Group.

49 50 **7. PUBLIC COMMENT - NONE**

51 52 **8. FUTURE AGENDA ITEMS: NONE**

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3 **ADJOURNMENT:**

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5 *Ms. Cole MOVED to adjourn the meeting at 8:02 PM.*
6 *Seconded by Ms. Hains.*

7
8 *Roll Call Vote:*

9 *Chair Welsch, Ms. Book, Ms. Cole and Mr. Book all voting Yea.*

10 *None voted Nay.*

11 ** The MOTION was unanimously approved (5-0)*

12
13 Respectfully submitted,

14 Megan Castillo

15 Recording Secretary

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